



**DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 1st April 2025**

Present: Councillors: Michael Lunn (ML) Chair (+WDC), Ben Floyd (BF), David Munday (DM) and Stephen Lester (SL).
In attendance: Vicki Rutt (Clerk) and two members of public.

1. PUBLIC QUESTIONS – None

2. APOLOGIES – Apologies were received and accepted from Cllr Weston, Cllr Wellman and Cllr Hobbs. Cllr Standley (ESCC) also had to send his apologies but submitted a written report.

3. DECLARATIONS OF INTEREST – DM declared a personal interest for agenda items 6.1 and 11c.

4. MINUTES OF THE MEETING held on the 4th March 2025 was recommended for approval and signed as a true record (previously circulated).

5. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

a. Action Log - Clerk reported from the action log which is available on the village website.

b. Clerks report - This was noted (previously circulated).

6. PLANNING APPLICATIONS

6.1 PLANNING APPLICATIONS

WD/2025/0671/P12 for FORD FARM VINEYARD, HASTINGFORD LANE, HADLOW DOWN, TN22 4DY

Proposed roof mounted solar array for winery building totalling 50kw in addition to existing array located on existing machinery store.

PC discussed: [The Council support this application.](#)

6.2 APPROVED APPLICATIONS

WD/2024/2865/FA for ANNES MEADOW BYRE, SCHOOL LANE, HADLOW DOWN TN22 4JE (Variations of conditions) – This was noted.

6.3 REFUSED APPLICATIONS

WD/2024/2422/F for THE BARN, PASSALLS FARM, WILDERNESS LANE, HADLOW DOWN, TN22 4HB (Change of use of use and conversion of barn) – This was noted.

6.4 APPEAL DECISION

WD/2024/0702/F & WD/2024/0703/LB - BRICK KILN FARM, BRICK KILN LANE, HADLOW DOWN, TN22 4EJ (Refused) – This was noted.

6.5 ENFORCEMENT UPDATES – Update regarding 4 Grange Cottages. Unless it is being used/occupied as two separate dwellings there is no breach of planning control or of the notice. The issue at the time of the previous investigation was because the extension was being occupied independently and there was no internal connection between the original dwelling and the extension. The doorway was made between the original house and the extension, as was required at the time and judging by the photos within the marketing, the layout remains as it was at the time of the compliance check. To have units and additional facilities within what they now refer to as a utility room would not have required planning permission.

7. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR MICHAEL LUNN, WDC - written reports had been submitted and are published on the village website.

ESCC - Cllr Standley was unable to attend but his full report is on the PC website.

WDC - Cllr Lunn reported that over Christmas period there was the direct debit problem where Council Tax was taken early on the 27th Dec 2024 instead of the 2nd January 2025, there has been both internal and external investigations. The issue that will be of interest is that there has been a series of challenges from the overview and scrutiny committee as to why leaders were aware of this in advance but there were no communications. This issue affected 17,500 households. Cllr Lunn explained there is no signed agreement/lease in place to save the Uckfield Leisure pool. Regarding the Local Plan, the housing target is now 1430 homes per annum. There is a concern that the Alliance will run out of time to deliver the Local Plan with the devolution timeline. The AONB which now known as a National Landscape remains highly protected. Emergency scaffolding has been put outside the Maiden Head in Uckfield to maintain public safety, and as its a listed building and the frontage of the building is falling away. This will not be a quick fix, likely to be years.

8. HIGHWAYS:

a. Update on the UKPN A272 project – It has been reported that the project is going very well but it was noted that the Parish Council should be informed when the transition will occur and that the village will have outages to allow fitting of the new cable.

- 9. RECEIVE AN UPDATE ON THE PLAY AREA MOVE PROJECT** – The Clerk explained there will be a full report next meeting as still time outstanding on the survey but so far there has been 18 responses, however they all comment that the zip wire should remain if possible, but this will not fit in the small area allocated to the new play area.
- 10. RECEIVE AN UPDATE ON THE TELEPHONE BOX** – Defer to the next meeting.
- 11. COMMUNITY CENTRE ADVISORY COMMITTEE UPDATE**
- a. Note minutes from Advisory Committee held on 11th March 2025 – The minutes were noted.
 - b. Discuss the recommendations from the Advisory Committee –
 - **Rec 1** – *It was agreed that a recommendation would be given to the PC to commission a professional map of the whole playing field.* This was approved and ML will get a quote for the mapping works. **Action 1.**
 - **Rec 2** – *PC/solicitor to discuss what they would want to happen to the building in the event the build can't continue.* This was discussed and it was agreed that with the PC as custodian trustee it would revert back to PC but need to ensure this is properly addressed in the lease.
 - **Rec 3** – *The lease term, start date and rent for both leases need to be agreed by the PC.* This will be a confidential agenda item after the May PC meeting. **Action 2.**
 - **Rec 4** – *PC to give blanket permission to HDPF on an annual basis on events listed for that year but any additional events must get approval.* This was agreed.
 - **Rec 5** – *PC to agree that they are responsible for the play area, front hedge and dog bin. Everything else falls to HDCC and HDPF.* This was agreed.
 - **Rec 6** – *Clerk to start looking at the byelaw process for the recreation ground.* This was agreed. **Action 3.**
 - c. Discuss and approve Heads of Terms for new leases and proceed to liaising with solicitor – All Councillors approved the Head of terms, the Clerk and ML will liaise about next steps and then speak with the solicitor. **Action 4.**
- 12. CORRESPONDENCE RECEIVED:**
- a. School Lane and speed signs – The email conversation was noted. It was agreed to defer to the next meeting so can liaise with Cllr Weston.
- 13. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
- DM reported that a resident has reported that the works undertaken in Hastingford Lane are very poor. Clerk will report also. **Action 5.** BF went to a Central West Parish Cluster meeting; he will circulate the presentation to Cllrs. SL said the A272 is falling apart again. ML reported that there has been concern about rural policing, with other Parish council Chairs in the area suggesting a joint meeting with the PCC to discuss this issue. ML is going to progress this.
- 14. BURIAL GROUND:**
- a. Review Burial ground regulations and fees – There are no changes, and the documents were reviewed and approved.
- 15. RISK ASSESSMENTS**
- a. Receive quarterly inspection report – This was noted.
 - b. Receive tree assessment report - Defer to the next meeting.
- 16. CLERKS MATTERS:**
- a. Clerks hours March 2025 – These were agreed.
 - b. Agree carry over of Clerks annual leave – It was agreed that the Clerk could carry over 40hrs/5 days to 2025/26.
 - c. Discuss final Parish Assembly arrangements – The Clerk confirmed all notices have gone out and it has been published on social media.
- 17. OTHER FINANCE MATTERS:**
- a. Agree Finance Report for April 2025 - The finance report was noted and approved. The detail can be found in [Appendix A](#). ML and DM will authorise.
 - b. Agree and sign Bank Reconciliation for March 2025 - The bank rec for March 2025 was approved and signed by ML and DM.
- 18. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 19. DEFIBRILLATOR BATTERY** – this had been checked on 1st April 2025.
- 20. ITEMS TO GO ON NEXT AGENDA:** Year end finance report, telephone box, School Lane speeding and tree report.

The meeting closed at 20:00.

The Parish Assembly is being held on Tuesday 15th April 2025 at 19:00
The next PC meeting date is Tuesday 6th May 2025 at 19:00.

Appendix A

Finance report for 1st April 2025 PC meeting

<u>Payments by Bank Transfer <i>paid</i> pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
None			
<u>Payments by Bank Transfer pending authorisation</u>			
Payment Date	Payee	Payment Details	Amount
28.04.25	Vicki Rutt	Standing Order April 2025	£1,216.02
01.04.25	Vicki Rutt	Under pay March 2025	£79.31
01.04.25	East Sussex Pension Fund	Pension March 2025	£368.43
01.04.25	HMRC	Tax and NI for March 2025	£189.15
01.04.25	Lucy McConachie	Play area inspection March 2024	£40.00
01.04.25	Vicki Rutt	Mileage Q4 2025/25	£40.95
01.04.25	Viking	Stationary for EOY & Parish Assembly	£43.92 <i>(+ VAT £8.78)</i>
01.04.25	Hadlow Down Village Hall	Hall hire March 2025	£52.00
<u>Payments by direct debit for authorisation</u>			
Date	Payee	Payment Details	Amount
18.03.25	ICO	Data protection fee	£47.00
31.03.25	Unity Trust	Monthly bank charge	£6.00
<u>Acknowledge receipt of monies</u>			
31.03.25	Unity Trust	Interest	£351.18